Aggregate Validation Rules for

California School Information Services

State Reporting and Records Transfer System

Files: SNOR, CBEDS CDIF, SIF, PAIF

For reporting year 2004-2005

Version 5.0

California Department of Education

CDE-CSIS Data Integration Project

July 21, 2004

Revision History

Name	Date	Description of Change	Version
K. Scheff	07/21/2004	Updates for 2004	5.0.0

Detail of Changes Between 2003-2004 (v4.0.6) and 2004-2005 (v5.0)

Section	Change(s)
Introduction and Purpose Section	- Added SNOR reference in Introduction, Title, and Purpose section - Rewrote second paragraph of Introduction and Purpose section to make it match Spring Submission FCP - Added SNOR Country Code Reference file In Types of Edit Checks Section - Changed reference from CBEDS to Fall Submission in Errors/Warnings section - Removed reference to specific year
Edit Checks for the Professional Assignment Information Form (PAIF)	- Capitalization edits and slight wording modifications on all edits - Changed Column header from "CBEDS DEA Code" to "CDE code - PAIF-1 Changed reference from Rebecca Larsen to CDS Administration - PAIF-3 Added the phrase "in your district" after "PAIF record" - PAIF-6 Added one to each year in criteria - Deleted PAIF-9 - Change reference to mnemonic ASGN_CODE to ASN_CODE in PAIF-26, 27, 28, 29, 30. 31, 32, 33, 39, 40, - Modified PAIF-22 so that it uses a different criteria than CBEDS and changed reference to mnemonic from PCT_ASN to FTE - PAIF-21 - changed reference to mnemonic from PCT_ASN to FTE - PAIF-34 Changed edit to just look at assignment code lookup table and see if the assignment is not UC/CSU appropriate and also changed the lookup table field name to UCYESNO - PAIF-35 Changed edit to just look at grade level for courses designated as UC/CSU - PAIF-36 Changed edit to just look at assignment code and grade level from assignment code lookup table and also changed the lookup table field name to UCYESNO

Section	Change(s)
	- Deleted PAIF-37 - Deleted PAIF-38 - Renumbered PAIF-39 to PAIF-37 - Renumbered PAIF-40 to PAIF-38 - Renumbered PAIF-41 to PAIF-39 and added K-6 reference - Renumbered PAIF-42 to PAIF-40 and added K-6 reference - Renumbered PAIF-43 to PAIF-41 - Renumbered PAIF-44 to PAIF-42 - Renumbered PAIF-45 to PAIF-43 - Renumbered PAIF-46 to PAIF-44 - Deleted PAIF-47 - Deleted PAIF-48 - Deleted PAIF-49 - Removed classroom reference to two edit checks after PAIF-44
Edit Checks for the County/District Information Form (CDIF)	- Capitalization edits and slight wording modifications on all edits - Deleted CDIF-05 - Deleted CDIF-06 - Deleted CDIF-07 - Renumbered CDIF-08 to CDIF-05 - Renumbered CDIF-09 to CDIF-06 - Renumbered CDIF-11 to CDIF-08 and removed charter school reference in "trigger" section - Renumbered CDIF-12 to CDIF-09 - Renumbered CDIF-13 to CDIF-10 - Renumbered CDIF-14 to CDIF-11 - Renumbered CDIF-15 to CDIF-12 - Renumbered CDIF-19 to CDIF-16

Section	Change(s)
	• Renumbered CDIF-20 to CDIF-17 and removed phrase "that have" from "exclusion" statement.
Edit Checks for the School Information Form (SIF)	• Capitalization edits and slight wording modifications on all edits • SIF-C.02 Removed reference to 1998 and replaced it with "Last year" • SIF-C.07 Deleted • SIF-C.08 renumbered to SIF-C.07 • SIF-C.09 renumbered to SIF-C.08 and changed text in "exclusion" statement to clarify intent. • SIF-F.03 Removed reference to 1997 and replaced it with "last year" • SIF-F.04 Clarified that both trigger criteria must be met and that the absolute value is to be tested • SIF-G.04 Corrected reference to Section G, Row 9 • SIF-G.05 Corrected reference to Section G, Row 9 • SIF-G.06 Corrected reference to Section G, Row 1-7 and added "Yes" in Implement Column • Added SIF-G.07 • Deleted SIF-H.05 • Deleted SIF-H.06 • Deleted SIF-I.01 • SIF-J.01 CHANGED TO SIF-I.01 • SIF-L.01 changed to SIF-J.01 and added reference to column Q • SIF-L.02 changed to SIF-J.02 and added reference to column Q
Edit Checks for the Student National Origin Report (SNOR)	• Added this section

Table of Contents

Introduction and Purpose

The purpose of this document is to guide the California School Information Services (CSIS) staff in the implementation of appropriate validation processes and procedures to mirror those edit checks currently implemented in the California Department of Education (CDE) Student National Origin Report (SNOR), California Basic Educational Data System (CBEDS) County District Information (CDIF), School Information (SIF) and Professional Assignment Information (PAIF) data collections.

 The CSIS process of validation differs from CDE edit checks in their degree of complexity and the levels at which they can be implemented. CDE receives primarily aggregate data from local education agencies (LEAs) whereas CSIS receives individual student, staff, and institution level data which is later aggregated to produce files to be sent to CDE. Due to this fundamental difference in the level of the data collected, CSIS has the capability to validate data both at its lowest form and in an aggregate form while CDE can only perform edit checks on the aggregated data.

There is information provided for each edit check as to whether CDE expects to have it implemented in some way by CSIS. Certain existing CDE edit checks are not appropriate as or transferable to CSIS validation rules and do not need to be implemented as validations by CSIS. CDE understands that in those cases there will no be validation rules that directly relate to certain of the edit checks. However, CSIS still must ensure, by whatever means are necessary, that all the data that is sent to CDE will pass all the listed edit checks.

For each edit check, CSIS is to determine the most appropriate and effective level at which the validation should be implemented. In general, CDE prefers that validations be done as early in the process as possible, to provide the LEAs with most timely indication of any problems with their data submission.

Types of Edit Checks

Time Series Analysis

There are CDE edit checks for time series analysis (also known as trend edits) that require the comparison of current year data with data collected in the previous year. These edit checks will require CSIS to use previous year data from the CDE to implement the validation during the first year that an LEA's data is collected through CSIS. In the following years, CSIS should be able to rely on needed data from their archived files for those LEAs.

CBEDS Assignment Look-up Table; Expected Schools Reference Table

Some edit checks require the use of information found in the CDE *CBEDS Assignment Look-up Table* or the *CBEDS Expected Schools Reference Table* in order to be implemented. Where one of these tables is required, it is noted in the list of edit checks. The look-up tables are available at: *http://165.74.253.64/csisref/*.

SNOR Country Code Reference File: Non - U.S. Countries and Territories

Some edit checks, when noted, require the use of information found in the SNOR Non -U.S. Countries and Territories country code file. The SNOR Code Look Up File is available at http://165.74.253.64/csisref/.   The SNOR Reference file listing valid Country Codes for SNOR can also be found within Appendix B of the SNOR File Creation Parameters document.

Errors / Warnings

The list of edit checks includes a column to indicate whether the edit check is an error or a warning. Errors indicate data that is unacceptable and cannot be sent to CDE without correction. Warnings indicate possible data errors, and need to be examined by the LEA to determine whether a correction should be made. Fall submission data files must not be sent from CSIS to CDE unless all the *error* edit checks for the data, at whatever point they have been implemented by CSIS, have been passed successfully. Fall submission data files sent to CDE may include data that has not passed a *warning* edit check, but CSIS must notify the LEA of each warning and give the LEA the opportunity to review and modify the relevant data.

Response from CSIS

CDE requests that CSIS respond to this document by providing information that specifies how each of the listed edit checks will be implemented (e.g., as an input validation or an aggregate validation.)

Notes regarding the Table of Edit Checks

1. The **CDE Code** column indicates the numeric code for the equivalent CDE validation error or warning. For some programs the edit checks are detected and reported by the Data Entry Assistant software supported by CDE for use by non-CSIS LEAs. This software is also used by CSIS LEAs during their first year of participation (parallel testing) and serves as a bridge for the districts to transition to the new system.

2. The **Title** column provides the actual edit check name and may indicate that the edit check applies only to certain School or District Ownership Codes (SOC, DOC.)

3. The **Description** column provides the actual wording of the CDE detailed edit message, and also includes (in bold italic type) references to some of the associated aggregate field names, taken from the file layouts in the SNOR, CDIF, SIF, and PAIF Aggregate File Creation Parameters for the current reporting year, as an aid to CSIS in the implementation of the rules.   It also, where needed, includes notes to CSIS regarding any special requirements or exceptions in the CSIS implementation of the rule.

4. The **Trigger** column indicates, for those rules that are to be implemented under only certain conditions, what the trigger condition and associated rule parameters are.

5. The **SOC/DOC** column indicates, for those rules that apply only to certain types of schools/districts, the School or District Ownership Codes (SOC/DOC) to which the rule applies. **School and District Ownership Codes**, as referenced in some of the edit checks, are as listed below:

School Ownership Codes (SOC)	School Ownership Codes (SOC) (cont.)	District Ownership Codes (DOC)

09 - Special education
10 - County Community School
11 - California Youth Authority (CYA)
13 - Opportunity School
14 - Juvenile Hall/Court school
60 - Elementary school
61 - Elementary school in 1 school district
   (single school district)
62 - Middle school
	
	63 - Alternative school
	64 - Junior high school
	65 - K-12 school
	66 - High school
	67 - High school in 1 school district
	   (single school district)
	68 - Continuation high school
	69 - Community day school
		
		00 - County Office
		52 - Elementary
		54 - Unified
		56 – High

6. The *Err/Wrn* column indicates whether the rule should be implemented as an error (E) or as a warning (W).

7. The *Implement* column specifies whether the particular edit check is to be implemented by CSIS, either as validations or through the structure of the CSIS data elements and processes.

Table of Specific Fall Edit Checks

CDE Code	Title	Description	Trigger	SOC/ DOC	(E)rr/ (W)rn	Implem ent
Edit Checks for all CBEDS (PAIF, CDIF, SIF)						
N.A.	Expected School Missing	A school that the CDE reference table specifies as submitting CBEDS data via CSIS for this submission cycle is not included in the submission for the LEA (incomplete submission). • At least one PAIF-A type record must be created for every certificated staff member in a school included in the table of expected schools. • A school information form (SIF) record must be created for every school included in the table of expected schools. (A SIF record must be created for closed schools that reported any enrollment in grades 7-12 during the previous Fall Submission so that dropout and graduate information may be collected). • A county/district information form (CDIF) record must be created for every school district included in the table of expected schools. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Expected Schools Table.***			E	Yes

CDE Code	Title	Description	Trigger	SOC/ DOC	(E)rr/ (W)rn	Implem ent
N.A.	Unexpected CDS code / Unexpected School Received	Data has been submitted for a school that is not included in the CDE reference table that specifies which schools are expected to submit CBEDS data via CSIS for this submission cycle. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Expected Schools Table.***			E	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
Edit Checks for the Professional Assignment Information Form (PAIF)						
PAIF-1	Invalid CDS Code	This entry is not a valid county/district/school (CDS) code *[CD_code, Sch_code, CDE code]*. Please call CDS administration at (916) 327-4014 to obtain a valid code.			E	Yes
PAIF-2	DISTRICT ASSIGNED STAFF I.D. NUMBER or LAST NAME Must Be Reported	A district-assigned staff identification number (DASIN) *[Did]* or last name *[Last_name]* must be assigned to this PAIF record to identify the record for any necessary updates. Please report either a district-assigned staff identification number or last name.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-3	DISTRICT ASSIGNED STAFF I.D. NUMBER - Duplicate Number	The district-assigned staff identification number *[Did]* is a duplicate of another PAIF record in your district. Please check to ensure that the district-assigned staff identification number is entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-4	LAST NAME, FIRST NAME, MIDDLE INITIAL, DASIN - Duplicate Name DASIN	The last name *[Last_name]*, first name *[First_name]*, middle initial, *[m_I]* and district-assigned staff identification number *[Did]* for this PAIF record are the same as another previously entered PAIF record. A staff member may not be reported at more than one school. A duplicate record may be deleted by using the delete option. Otherwise, please check to ensure that the last name, first name, middle initial, and district-assigned staff identification number are correctly entered.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
PAIF-5	GENDER - Must Be Male or Female	The gender field *[Gender]* must contain "M" for male or "F" for female. Please check to ensure that the gender is entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
PAIF-6	BIRTH YEAR - Not in the Valid Range of 18 to 85 (1918-1985)	The birth year *[Birth_year]* must be between 1918 and 1985. Please check to ensure that the birth year is entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
PAIF-7	HIGHEST EDUCATIONAL LEVEL - Not in the Valid Range of 1 to 6	The highest educational level *[Ed_level]* must range between "1" and "6". The codes are 1- Doctorate; 2- Master's degree plus 30 or more semester hours; 3- Master's degree; 4-Bachelor's degree plus 30 or more semester hours; 5-Bachelor's degree; or 6-Less than a Bachelor's degree. Please check to ensure that the highest educational level is entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
PAIF-8	RACIAL/ETHNIC DESIGNATION - Should Be Reported	No racial or ethnic designation *[Ind, Chin, Japn, Kor, Viet, Aisiand, Lao, Cam, Othasn, Haw, Gua, Sam, Othpac, Fil, Hisp, Blk, Wht]* was reported for this PAIF record. Please indicate the racial or ethnic designation(s) to which the staff member belongs or with which he or she most closely identifies.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
PAIF-10	TOTAL YEARS OF EDUCATIONAL SERVICE - Not in the Valid Range of 1 to 70	The valid range of total years of educational service *[Yrs_teach]* is between 1 and 70. Please check to ensure that a valid number of years for total years of educational service is entered.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
PAIF-11	YEARS IN DISTRICT - Not in the Valid Range of 1 to 70	The valid range of years in this district *[Yrs_dist]* is between 1 and 70. Please check to ensure that a valid number of years for years in this district is entered.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
PAIF-12	YEARS IN DISTRICT - Cannot Be Greater Than TOTAL YEARS OF EDUCATIONAL SERVICE	The number of years in the district *[Yrs_dist]* is greater than the total number of years of educational service, *[Yrs_teach]* which is not possible since the total number of years of educational service must include the number of years in the district. Please make appropriate corrections to either the number of years in the district or the total years of educational service.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-13	STATUS - Must Be "T", "P", "L" or "O"	The status field *[Status]* must contain the following: "T" for Tenured; "P" for Probationary; "L" for Long Term Substitute or Temporary employee; or O for Other. Please check to ensure that the data for status have been entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
PAIF-20	ASSIGNMENT CODE - Not Valid	The assignment code *[Asn_code]* is not a valid code. Access to valid codes may be gained either by pressing the right mouse button when the cursor is on the assignment code field or by referring to the *CBEDS Administrative Manual*. Please check to ensure that a valid Assignment Code is entered.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-21	ASSIGNMENT CODE(s) - Must Be Reported	No assignment code *[Asn_code]* has been reported for the staff member. At least one assignment code must be reported for each staff member submitting a Professional Assignment Information Form (PAIF).	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-22	PERCENT IN ASSIGNMENT(s) - Not in the Valid Range of 1 to 200	Note: the following edit check is the edit check used in the CDE DEA software and is included for reference purposes. The percent of time field *[FTE]* for a specific assignment is greater than 100. Please check that each assignment code has a percent between 1 and 100 or that the teach over 100% field *[Over_100]* has been checked. Please make appropriate changes to either the percent of time in assignment or the teach over 100% field. **CSIS version of edit check:** The sum of Percentage of Time Per Assignment Full-Time Equivalent (FTE) for all assignments for an individual certificated staff member in the district is more than 200%.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-23	PERCENT IN ASSIGNMENT(s) - Must Be Blank or ASSIGNMENT CODE Must Be Reported	A percent of time *[FTE]* was reported in an assignment block although no assignment code *[FTE]* was reported for this block. Please make the appropriate changes to either the assignment code or the percent of time field.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-25	ENROLLMENT - Not in the Valid Range of 1 to 199	The enrollment *[Male_enroll, Female_enroll]* reported for a gender in this assignment is more than 199 students. Please verify that the data for enrollment are entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
PAIF-26	ENROLLMENT - Must Be Reported for Teaching Assignment Codes	This is a teaching assignment code *[Asn_code]* and no enrollment *[Male_enroll, Female_enroll]* has been entered for either gender. Please make appropriate changes to either the assignment code or the male or female enrollment. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column *(Enroll)* in the *Assignment Lookup Table* that indicates whether the assignment requires that enrollment be reported.**	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-27	ENROLLMENT - Must Not Be Reported for Admin, Pupil Services or Nonteaching Assignments	This assignment code *[Asn_code]* is designated as pupil services, administrative, or non teaching, and student enrollment *[Male_enroll, Female_enroll]* has been reported. Students cannot be enrolled in assignments designated as pupil services, administrative, or nonteaching assignments. Please make appropriate changes to either the assignment code or the male or female enrollment. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column *(Enroll)* in the *Assignment Lookup Table* that indicates whether the assignment is prohibited from having enrollment**.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-28	MALE ENROLLMENT - Must Be Blank or ASSIGNMENT CODE Must Be Reported	Male enrollment *[Male_enroll]* was reported in an assignment block although no assignment code *[Asn_code]* was reported for this block. Please make the appropriate changes to either the assignment code or the male enrollment field.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
PAIF-29	FEMALE ENROLLMENT- Must Be Blank or ASSIGNMENT CODE Must Be Reported	Female enrollment *[Female_enroll]* was reported in an assignment block although no assignment code *[Asn_code]* was reported for this block. Please make the appropriate changes to either the assignment code or the female enrollment field.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-30	GRADE LEVEL - Not in the Valid Range of 3 to 14	The grade level *[Grade_level]* reported for a particular assignment code *[Asn_code]* is not in the range of 3 to 14. The valid codes are "3"-(for Kindergarten, Grade 1, Grade 2, or Grade 3); "4" - Grade 4; "5"- Grade 5; "6"-Grade 6; "7"-Grade 7; "8"- Grade 8; "9"- Grade 9; "10" Grade 10; "11"-Grade11; "12"- Grade 12; "13"-Multiple Grades (K-8); "14"- Multiple Grades (9-12). Please check to ensure that a valid code for grade level is entered. **NOTE TO CSIS: The encoded values for grade levels are A – L.**	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-31	GRADE LEVEL - Must Be Reported for This ASSIGNMENT CODE	This is a teaching assignment code *[Asn_code]* and a grade level *[Grade_level]* was not reported. Please make appropriate corrections to either the assignment code or by reporting a grade level. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column *(Gr_lev)* in the *Assignment Lookup Table* that indicates whether the assignment requires that grade level be reported.**	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
PAIF-32	GRADE LEVEL - Must Not Be Reported for This ASSIGNMENT CODE	A grade level *[Grade_level]* is reported for a nonteaching assignment code *[Asn_code]*. It is not possible to have a grade level for a nonteaching assignment code. Please make appropriate corrections to either the assignment code or by removing the grade level. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column *(Gr_lev)* in the *Assignment Lookup Table* that indicates whether the assignment prohibits the reporting of grade level.**	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-33	GRADE LEVEL - Must Be Blank or ASSIGNMENT CODE Must Be Reported	A grade level *[Grade_level]* was reported in an assignment block although no assignment code *[Asn_code]* was reported for this block. Please make the appropriate changes to either the assignment code or by removing the grade level for this assignment code.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-34	UC/CSU COURSE - ASSIGNMENT CODE Does Not Meet UC/CSU Requirements.	A yes response to the UC and CSU requirement was reported for a specific assignment code. This assignment code does not meet UC/CSU requirements. Please make appropriate corrections by reporting a N or blank in the UC and CSU requirement field or by changing the assignment code. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column *(UCYESNO)* in the *Assignment Lookup Table* that indicates whether the assignment meets UC/CSU entry requirements.**	Apply only to schools with an "open" status in the List of Expected Schools table. Apply only to those assignment codes that have a "N" value in the CDE CBEDS ASSIGNMENT look-up table.		E	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
PAIF-35	UC/CSU COURSE - GRADE LEVEL Does Not Meet UC/CSU Requirements	A yes response to the UC and CSU requirement was reported for a specific assignment code. The grade level entered is within the range of Kindergarten through grade 6 and is not appropriate for a UC and CSU required course. Please make appropriate corrections by removing the response to the UC and CSU subject field or by changing the grade level.	Apply if grade level on the incoming record is within the range of K-6 inclusive. Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-36	UC/CSU COURSE - ASSIGNMENT CODE and GRADE LEVEL Almost Always Meets UC/CSU Requirements	This assignment code for grades 9 through 12, or 14 (Multiple Grades, no majority 9-12) will almost always meet UC and CSU requirements. Please verify that the course does not meet UC and CSU requirements or change the value to "Y" for Yes **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column (*UCYESNO*) in the *Assignment Lookup Table* that indicates whether the assignment code meets UC/CSU Requirement entry.**	Apply if grade level on the incoming record is within the range of 9-12, inclusive, or 14 and the UCYESNO column in the CDE CBEDS ASSIGNMETN look-up table is "Y". Apply only to schools with an "open" status in the List of Expected Schools table		W	Yes
PAIF-37	TYPE OF TEACHING CREDENTIAL(S) HELD - Must Be Reported for Teachers	A teaching assignment code *[Asn_code]* was reported, and there was no response on the types of teaching credential *[full_cred, univ_int, dist_int, Pre_int, Emergency, Waiver]* fields. Please enter data into at least one of the types of teaching credential fields or change the assignment code. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column (*C_type*) in the *Assignment Lookup Table* that indicates whether the assignment is a teacher assignment (*C_type = T*).**	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
PAIF-38	AUTHORIZED TEACHING AREA(s) - Must Be Reported for Teachers	A teaching assignment code *[Asn_code]* was reported, and there was no response on the subjects or authorizations fields *[Elem, Sec, gen_sec, Agri, Art, business, English, for_lang, Health, home_econ, ind_tech, life_sci, Math, Music, phys_ed, phys_sci, soc_sci, Voc, spec_ed, reading, BCC, ELD, SDAIE, Adult, Specsubj]*. Please enter data into at least one of the authorized teaching areas fields or change the assignment code. Teachers on emergency permit are not required to check an authorized teaching area. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column (C_type) in the *Assignment Lookup Table* that indicates whether the assignment is a teacher assignment (C_type = T)**.	Only applies to teachers with the following credentials: Full, University Internship, District Internship, Pre-intern, Waiver. Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-39	International Baccalaureate Class Identified for Kindergarten to Grade 6 Class	An International Baccalaureate (IB) class assignment code *[Asn_code]* was reported with an elementary grade level (K-6) *[Grade_level]*. The IB classes are typically offered in grades 9 through 12. Please check to ensure that the correct assignment code and grade level are entered. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column in the table (Asgn_name) where the first two characters equal "IB" for International Baccalaureate.**	Apply if grade level on the incoming record is within the range of K-6 inclusive. Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
PAIF-40	Advanced Placement Class Identified for Kindergarten to Grade 6 Class	An advanced placement (AP) class assignment code *[Asn_code]* was reported with an elementary grade level (K-6) *[Grade_level]*. The AP classes are typically offered in grades 9 through 12. Please check to ensure that the correct assignment code and grade level are entered. **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS* Assignment Look-up Table. There is a column in the table (Asgn_name) where the first two characters equal "AP" (in upper case) for Advanced Placement Classes.**	Apply if grade level on the incoming record is within the range of K-6 inclusive. Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-41	Full Credential and Other Credential Selected with Fewer Than Two Authorizations Identified	A full credential *[full_cred]* with at least one other credential (university internship, district internship, pre-intern, emergency permit, or waiver)*, [univ_int, dist_int, Pre_int, Emergency, Waiver]* was reported but fewer than two authorized teaching areas *[Elem, Sec, gen_sec, Agri, Art, business, English, for_lang, Health, home_econ, ind_tech, life_sci, Math, Music, phys_ed, phys_sci, soc_sci, Voc, spec_ed, reading, BCC, ELD, SDAIE, Adult, Specsubj]* were reported. Please verify that the credentials were correctly identified. Please ensure that if the emergency permit or waiver is selected that it is used for the current assignment. Please verify that all authorized teaching areas have been selected.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
PAIF-42	Significant Change in Number of Staffing Counts	There has been a significant change in the number of administrative, teaching, or pupil services staff *[Asn_code]* reported in one or more schools. Please verify that all PAIF records have been correctly entered with appropriate assignment codes. The forrmula used is as follows: Percent change = (Previous year staff count - Current year staff count) / Previous year staff count **NOTE TO CSIS: Implementation of this edit check requires referencing the CDE *CBEDS Assignment Look-up Table*. There is a column *(C_Type)* in the *Assignment Lookup Table* that indicates whether the assignment is an administrative, teaching, or pupil services assignment code. The *CDE PAIF Historical Data File Lookup Table* is also required. The previous year totals for Administrative staff, teaching staff and pupil services staff are included in this lookup table.**	Apply only to: Administrative Staff For schools with 2 to 10 teachers in the previous year: 100% change. For schools with 11 or more teachers in the previous year: 50% change. Teaching Staff For schools with 6 to 10 teachers in the previous year: 100% change. For schools with 11 or more teachers in the previous year: 50% change. Pupil Services Staff For schools with 2 to 10 teachers in the previous year: 100% change. For schools with 11 or more teachers in the previous year: 50% change. Apply only to schools with an "open" status in the List of Expected Schools table;		W	Yes
PAIF-43	Years of Service Greater than Age Minus 17 Years	A staff member's total years of educational service *[Yrs_teach]* are greater than the person's age *[calculated from Birth_year]* minus 17 years. Please check the accuracy of these numbers.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
PAIF-44	Years in District Greater Than Age Minus 17 Years	A staff member's years in this district *[Yrs_dist]* are greater than the person's age *[calculated from Birth_year]* minus 17 years. Please check the accuracy of these numbers.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes

CDE Code	Title	Description	Triggers	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
N.A.	Multiple Teacher Status Exists With Only One Teacher Found for a Class Room	The **MULT_TEACH_STAT** has a value of "01" in a PAIF-B record and there is no other PAIF-B record for the same school **[SCH_CODE]** and class period **[CLASS_PERIOD]**. Either change the value of MULT_TEACH_STAT or include another PAIF-B record that meets the criteria.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
N.A.	More Than One Teacher Found for a Class Period and Multiple Teacher Status Not Indicated	More than one teacher **[DID]** is found for a CBEDS assignment code **[ASN_CODE]** and class period **[CLASS_PERIOD]**. Check to make sure the class period and CBEDS assignment code are correct or change the value for **MULT_TEACH_STAT** to "01".	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
Edit Checks for the County/District Information Form (CDIF)						
CDIF-001	Invalid CDS Code	This is not a valid county district school (CDS) code **[CDS_code]**. Please call Rebecca Larsen at (916) 327-4014 to obtain a valid code.			E	Yes
CDIF-002	Duplicate Record	There are two or more records in the file for the same district/county office **[CDS_code]**. Please make appropriate corrections to create a single record for this site.			E	Yes
CDIF-003	Non-numeric Data	Letters or other characters have been entered in spaces where only numbers are allowed. Please delete the characters and enter only numeric data.			E	Yes
CDIF-005	No High School Graduation Requirements	No high school graduation requirements **[GRAD_ENG, GRAD_VIS, GRAD_FOR, GRAD_FLVPA, GRAD_HEA, GRAD_HIST, GRAD_MATH, GRAD_PE, GRAD_SCI, GRAD_COM, GRAD_ELEC, GRAD_OTHER]** (Section F) were entered into the subject areas.	This edit check should only be executed when the sum of grade 12 enrollment from all schools in the district (from the SIF) is greater than 0.		E	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
CDIF-006	No Entry for Number of Units in 1-year Course	No entry was made in the number of units in one Year course field*[GRAD_COURS]* (Section F, line 14).	This edit check should only be executed when the sum of *[GRAD_ENG, GRAD_VIS, GRAD_FOR, GRAD_FLVPA, GRAD_HEA, GRAD_HIST, GRAD_MATH, GRAD_PE, GRAD_SCI, GRAD_COM, GRAD_ELEC, GRAD_OTHER]* is greater than 0.		E	Yes
CDIF-08	Graduation rqmts Reported for a District with No Grade 12 Enrollment	Data has been entered into the graduation requirements section for a district that does not have any grade 12 enrollment *[GRAD_ENG, GRAD_VIS, GRAD_FOR, GRAD_FLVPA, GRAD_HEA, GRAD_HIST, GRAD_MATH, GRAD_PE, GRAD_SCI, GRAD_COM, GRAD_ELEC, GRAD_OTHER]* (Section F).	This edit check should only be executed when the sum of grade 12 enrollment from all schools in the district (from the SIF) =0.		E	Yes
CDIF-009	High School Graduation requirements more than 4 Years	When the number of units (by subject area) *[GRAD_TOT]* are divided by the number of units in a one year course *[GRAD_COURS]*, the number of years to complete the requirement is more than 4 years (excluding "Other requirements" *[GRAD_OTHER]* and "Electives" *[GRAD_ELEC]*).			E	Yes
CDIF-010	Total of Specific Mathematics requirements more than mathematics requirements	The specific mathematics graduation ("Algebra I or Integrated Mathematics I", "Geometry or Integrated Mathematics II", "Algebra II or Integrated Mathematics III", and "Probability and Statistics or Data Analysis") requirements *[ALGEBRA1, GEOMETRY, ALGEBRA2, STATISTICS]* is more than the "General" Mathematics graduation requirement *[GRAD_MATH]*.			E	Yes
CDIF-011	Total of specific science rqmts > science rqmts	The specific science graduation requirements (Laboratory Science) *[LAB_SCI]* is more than the "General" Science graduation requirement *[GRAD_SCI]*.			E	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
CDIF-012	Single School District with Classified Staff on CDIF	Single school districts *[CDS_code]* should only report classified staff (CDIF Section A, rows 1 - 6) on the School Information Form (SIF Section A, Rows 1-6)		SOC: 61, 67	E	Yes
CDIF-016	Significant Change in Classified Staff on CDIF/SIFs from Previous Year	Your district's total classified staff (Section A, Rows 1-6) on the SIF(s) and CDIF combined have either **increased or decreased** dramatically from last year's classified staff counts. Please check that you have entered the number of classified staff correctly. Do not include ROP, preschool, or adult education classified employees. The formula used is as follows: Percent change = [(Current year classified staff - Previous year's classified staff) / Previous year's classified staff] X 100 Exclude those districts reporting 0 classified staff on the CDIF and SIF during the previous year.	Apply only to: districts with 0-50 classified staff that changed by 75%; districts with 51-200 classified staff that changed by 50%; districts with 201-500 classified staff that changed by 25%; and districts with more than 500 classified staff that changed by 20%.		W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (W)rn	Imple- ment
CDIF-017	Significant Change in GATE Students from Previous Year	The district's GATE eligible student count (Section B, Row 7) has either **increased or decreased** significantly when compared with last years GATE eligible student count. Please check that you have entered the number of students identified as eligible for GATE correctly The following triggers have been used to identify significant changes in GATE eligible students: districts with 10-25 GATE students that have changed by 200%; districts with 26-100 GATE eligible students that changed by 100%; districts with 101-500 GATE eligible students that changed by 75%; and districts with 501+ eligible GATE students that changed by 50%. The formula used is as follows: Percent change = [(Current year GATE eligible - Previous year's GATE eligible) / Previous year's GATE eligible] X 100 Exclude school districts with less than 10 GATE eligible students in both the current and previous year.			W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
Edit Checks for the School Information Form (SIF)						
SIF-000	Errors Will Be Checked After Data Eentry	No data entry has been done on this record. Error checks and reasonability checks are run after data entry takes place or when the "Utility", "Rerun Error Checks" has been run.			E	No
SIF-001	Invalid CDS Code	This code is not a valid county/district/school (CDS) code *[Co_code, Dist_code, Sch_code]*. Please call CDS administration at (916) 327-4014 to obtain a valid code.			E	Yes
SIF-002	Duplicate Record	There are two or more records in the file for the same school *[Co_code, Dist_code, Sch_code]*. Please make the appropriate corrections to create a single record for this school.			E	Yes
SIF-003	Non-numeric Data	Letters or other characters have been entered in spaces where only numbers are allowed. Please delete the characters and enter only numeric data.			E	Yes
SIF-A.01	No Classified Staff	The school reported more than 10 total enrollment for a continuation (SOC 68) or alternative school (SOC 63) *[Co_code, Dist_code, Sch_code]* or more than 100 total enrollment for any other school, and no classified staff have been entered in Section A. Each school should have classified staff. Please enter classified staff by classification, gender, and ethnic designation.	Apply only to: Schools with an "open" status in the List of Expected Schools table. Total Enrollment > 10 for SOC 63, 68 Total Enrollment > 100 all others		W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-A.02	Significant Change in Classified Staff from Previous Year	The school's classified staff count (Section A) either **increased or decreased** dramatically from last year's classified staff counts. Please check to ensure that staff counts are entered correctly. The formulas used are as follows: Percent change Classified Staff = [(Current year's classified staff - Last year's classified staff) / Last year's classified staff] X 100 Percent change Enrollment = [(Current year's enrollment - Last year's enrollment) / Last year's enrollment] X 100	Apply only to: schools with an "open" status in the List of Expected Schools table; schools with total enrollment of 11 to 25 that have changed by 100% or more; schools with enrollment of 26 or more that have changed by 50% or more. If the amount of change in percent of classified staff is less than or equal to the percent change in enrollment, then the warning is not triggered. Exclude schools with no classified staff in the previous year or total enrollment of 10 or less.		W	Yes
SIF-B.01	No Enrollment	No enrollment has been entered on any lines in Section B. Each school must have enrollment. Please enter enrollment data by grade level, gender, and racial or ethnic designation.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
SIF-B.05	Elem or Middle School with Enrollment in Grades 9 through 12 or Ungraded Secondary	This school is identified in our records as an elementary school (SOC 60, 61) or a middle school (SOC 62) *[Co_code, Dist_code, Sch_code]*, but enrollment has been reported in grades 9 through 12 or in ungraded secondary (Section B, rows 17 through 21). Please check to ensure that the enrollment is entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.	SOC: 60-62	W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple-ment
SIF-B.07	High School with Enrollment in Kindergarten or Grade 6 or Ungraded Elementary	The school is identified in our records as a high school (SOC 66,67) or continuation high school (SOC 68) **[Co_code, Dist_code, Sch_code]**, but enrollment has been reported in kindergarten through grade 6 or in ungraded elementary" (Section B, Rows 7-16). Please check to ensure that the enrollment is entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.	SOC: 66-68	W	Yes
SIF-B.09	Significant Change in Enrollment from Previous Year	The school's enrollment (Section B, rows 7 through 21) has either **increased or decreased** dramatically from last year's enrollment. Please check to ensure that this year's enrollment is entered correctly. The formula used is as follows: Percent Change = [(Current Year Enroll - Last Year Enroll) / Last Year Enroll] x 100	Apply only to: schools with an "open" status in the List of Expected Schools table; schools with 1-200 students that changed by 200% ; schools with 201-500 students that changed by 100%; schools with 501-1,000 students that changed by 75%; schools with 1,001 + students that have changed by 50%. Exclude schools with no enrollment in the previous year.		W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-B.10	Significant Number of Adults in K-12 Programs	The school's enrollment includes more students than expected in the "Adults in K-12 Programs" line (Section B, row 22). The students reported on this line must be 21 years of age or older and enrolled in a program leading to a regular high school diploma. The district should be receiving kindergarten through grade twelve funding for these students. This line should not include adults in independent study. Please check to ensure that the line has been completed correctly.	Apply only to: schools with an "open" status in the List of Expected Schools table; (1) special education (SOC 09), juvenile hall/court (SOC 14), elementary (SOC 60, 61), middle (SOC 62), or junior high schools (SOC 64) with any adults enrolled; (2) and alternative (SOC 63), K-12 schools (SOC 65), high schools (SOC 66, 67), continuation high schools (SOC 68), county community schools (SOC 10), opportunity schools (SOC 13), or community day schools (SOC 69) that meet the following criteria: - 10-20 adult enrollment this year and no adult enrollment in the previous year - 21-50 adult enrollment this year and no adult enrollment in the previous year or 100% or greater increase - 51-499 adult enrollment this year and no adult enrollment in the previous year or 20% or greater increase - 500 or more adult enrollment this year	Trigger 1 SOC: 09, 14, 60, 61, 62, 64 Trigger 2 SOC: 10, 13, 63, 65-69	W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-B.11	Significant Change in Enrollment in a Grade	The school's enrollment (Section B) has either **increased or decreased** dramatically from last year's enrollment for a particular grade. Please check to ensure that this year's enrollment is entered correctly. The formula used is as follows: Percent Change = [(Current Year Enroll - Last Year Enroll) / Last Year Enroll] x 100	Apply only to: schools with an "open" status in the List of Expected Schools table; Schools with 10-50 students in a grade level that changed by 75% or more; schools with 51 or more students in a grade level that changed by 50% or more. Note: Enrollment by grade is compared with previous year's grade. For example, current grade 1 enrollment is compared with previous year's kindergarten enrollment. Ungraded elementary, ungraded secondary, and adults in K-12 programs are compared with the same categories from the previous year. Exclude schools with no enrollment in the previous year.		W	Yes
SIF-C.01	More Graduates than Students in Grade 12 from Previous Year	The number of high school graduates (Section C, row 24) for a specific gender and racial or ethnic designation is more than 20% larger than the number of 12th graders from the previous year (Section B, row 20 previous year's SIF) for the same gender and racial/ethnic designation. Please verify that the number of graduates for this gender and ethnic or racial designation is correct.			W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-C.02	No Graduates with Enrollment in Twelfth Grade Last Year	This high school had enrollment in twelfthgrade last year (Last year section B, row 20), but this year no graduates are reported (Section C, row 24). Please check to ensure that the graduate data are entered correctly. Note: Include high schools (SOC 66) or high schools in single school districts (SOC 67).		SOC: 66, 67	W	Yes
SIF-C.05	High School with No Graduates Completing UC/CSU Courses	This comprehensive high school (SOC 66, 67) has at least 50 high school graduates (Section C, row 24) but did not enter any graduates as completing all the courses required for UC or CSU entrance (row 25). Please check to ensure that the data are entered correctly.	Apply only to: High School Graduates > 49	SOC: 66, 67	W	Yes
SIF-C.07	Significant Change in Percent of Graduates	The percentage of high school graduates has either **increased or decreased** by 25 percentage points from last year (Section C, row 24). Please check to ensure that the graduate data are entered correctly. (SOC 66, 67) The formulas used are as follows: This year's percentage of graduates = (Total graduates this year / Total 12th grade enrollment for the previous year) X 100 Last year's percent of graduates = (Total grads last year / Total 12th grade enrollment from 2 years ago) X 100 Change = This year's % - Last year's % Exclude schools with no graduates in either of the previous two years.		SOC: 66, 67	W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-C.08	Significant Change in Percent of Graduates Completing UC/CSU Requirements	The percent of high school graduates completing all courses required for UC or CSU entrance has either **increased or decreased** by 25 or more points from last year's percent (Section C, row 25). Please check to ensure that the graduate data correctly are entered correctly. The formulas used are as follows: This year's % = (UC/CSU graduates current year / Total graduates current year) x 100 Last year's % = (UC/CSU graduates previous year / Total graduates previous year) x 100 Change = This year's % - Last year's % Exclude schools with less than 20 graduates in the current or previous year.			W	Yes
SIF-D.01	High School with No Enrollment in Selected Courses	This comprehensive high school (SOC 66, 67) did not enter any students as enrolled in third or fourth year intermediate algebra, advanced math, first year chemistry, or first year physics courses (Section D, rows 27 through 30). Please check to ensure that the data are entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.	SOC: 66, 67	W	Yes
SIF-E.01	High school with No Enrollment in Vocational Education	This comprehensive high school (SOC 66, 67) did not enter any students as enrolled in vocational education courses (Section E). Please check to ensure that the data are entered correctly. Exclude schools with no enrollment in vocational education in the previous year.	Apply only to: schools with an "open" status in the List of Expected Schools table; schools with enrollment in vocational education in the previous year.	SOC: 66, 67	W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-E.03	Significant Change in Percentage of Enrollment in Vocational Education	The percentage of the school's enrollment in vocational education courses has either **increased or decreased** by 50 or more points from last year's percentage. Please check to ensure that the vocational education enrollment data are entered correctly. The formulas used are as follows: This year's % = (VocEd current year / 9-12, and ungraded secondary enroll current year) x 100 Last year's % = (VocEd previous year / 9-12, and ungraded secondary enroll previous year) x 100 Change = This year's % - Last year's % Exclude schools with either: (1) no vocational education enrollment in the previous year or; (2) less than 200 grades nine through twelfth grace enrollment in the current year or previous year.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
SIF-F.01	No Dropouts for School with Enrollment in Grades Nine through Twelve	This high school (SOC 66, 67), continuation (SOC 68), alternative (SOC 63) or community day school (SOC 69), has an enrollment of 100 or more students in grades nine through twelve and ungraded secondary (Section B, rows 17 through 21), and no dropouts reported in grades nine through twelve (Section F, rows 34 through 37). Please check to ensure that the dropout data are entered correctly. Exclude schools with no dropouts in the previous year.	Apply only to: Enrollment > 99	SOC: 63, 66-69	W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-F.02	Dropouts in Ninth Through Twelfth Grade for Elementary or Middle School	This is an elementary (SOC 60, 61) or middle school (SOC 62) with no enrollment in grades nine through twelve or ungraded secondary (Section B) last year and with dropouts entered in grades nine through twelve (Section F, rows 34 through 37), or a junior high school (SOC 64) with no enrollment in grades ten through twelve or ungraded secondary (Section B) last year and with dropouts entered in grades ten through twelve (Section F, rows 35 through 37). Please check to ensure that the dropout data are entered correctly.		SOC: 60-62, 64	E	Yes
SIF-F.03	Dropouts in Ninth Through Twelfth Grade and No Ninth Through Twelfth Grade Enrollment Last Year	This continuation (SOC 68), alternative (SOC 63), or high school (SOC 66, 67) entered dropouts for grades nine through twelve (Section F, rows 34 through 37) but had no enrollment in grades nine through twelve or ungraded secondary in last year's CBEDS (Last year's section B). Dropouts must be reported at the school that they last attended; therefore correcting this error may require that these dropouts are moved to another school. Please check to ensure that the dropout data are entered correctly.		SOC: 63, 66-68	W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-F.04	Significant Change in Dropout Rate and Number of Dropouts	The school's dropout rate **and** the number of dropouts either **increased or decreased** dramatically from last year's number of dropouts (Section F, rows 32 through 37). Please check to ensure that the dropout data are entered correctly. The formulas used are as follows: Dropout rate = (This year's dropouts from grades 7-12 / last year's total enrollment in grades 7-12 and "Ungraded Secondary") x 100 Percent Change in number of dropouts = [(Current Year Dropouts - Last Year Dropouts) / Last Year Dropouts] x 100	1. Apply only to schools with Absolute value changes in the dropout rate that meet the following criteria: • Special education (SOC 09) > 1.9%; • Juvenile hall/court (SOC 14) > 12%; • Elementary (SOC 60) > 2%; • Elementary in a one school district (SOC 61) > 1%; • Middle (SOC 62) > 4%; • Alternative (SOC 63) > 20%; • Junior high (SOC 64) > 3%; • K-12 schools (SOC 65) > 4%; • High school (SOC 66) > 8%; • High schools in a one school district (SOC 67) > 5%; • Continuation high schools (SOC 68) > 30%. 2. Apply only to schools with the following absolute value percent changes in the number of dropouts: • Schools with 1-200 students that changed by 200%; • Schools with 201-500 students that changed by 100%; • Schools with 501-1,000 students that changed by 75%; • Schools with 1,001 + students that changed by 50%. **(Note: Both Criteria 1 and 2 must be met in order to trigger this Edit check)**	Trigger 1 SOC: 09, 14, 60-68	W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-G.01	Alternative School with No Enrollment in Alternative Education	This alternative school (SOC 63) has no alternative education enrollment (Section G, rows 1 through 7). Please enter the enrollment data in Section G.	Apply only to schools with an "open" status in the List of Expected Schools table.	SOC: 63	E	Yes
SIF-G.02	Continuation School with No Enrollment in Continuation Classes	This continuation school (SOC 68) has no enrollment in continuation classes *[Alt_912_cont]* (Section G, row 1). Please enter the enrollment data in Section G.	Apply only to schools with an "open" status in the List of Expected Schools table.	SOC: 68	E	Yes
SIF-G.04	Independent Study Grads Reported for Elem, Middle, or Special ed School	Graduates meeting high school requirements through independent study *[Alt_ind_grads]* (Section G, row 9) have been reported for an elementary school (SOC 60, 61), middle school (SOC 62), junior high school (SOC 64), or special education school (SOC 09). Please check to ensure that the data are entered correctly.		SOC: 09, 60-62, 64	E	Yes
SIF-G.05	Independent Study Grads Significantly Exceed Prior Year's Independent Study Grads	The number of graduates meeting high school requirements through Independent Study *[Alt_ind_grads]* (Section G, row 9) has increased by more than 75 from the number of Independent Study enrollment *[Alt_912_ind]* reported in the previous year. Please check to ensure that the data are entered correctly.	Exclude: Elementary school (SOC 60, 61), middle school (SOC 62), junior high school (SOC 64), or special education school (SOC 09).	SOC: 11, 14, 63, 65-69	W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-G.06	Significant Changes in Alternative Education Students	The school's Alternative education student enrollment (Section G, rows 1 through 7) has either **increased or decreased** significantly from last year's alternative education enrollment counts. Please check to ensure that the number of alternative education students are entered correctly. The following "triggers" have been used to identify significant changes in Alternative Education enrollment: Schools with 10-200 Alternative Education students that changed by at least 200%; schools with 201-500 Alternative Education students that changed by at least 100%; schools with 501-1,000 Alternative Education students that changed by at least 75%; and schools with 1,001+ students that changed by at least 50%. The formulas used are as follows: Percent Change in number of Alternative Education students = [(Current Year Alternative Education Students - Last Year Alternative Education Students) / Last Year Alternative Education Students] x 100	Apply only to schools with Alternative Education enrollment in the previous year or with total Alternative Education enrollment of 10 or less.		W	Yes
SIF-G.07	Alternative Education Counts Less than Five	The number of students reported for continuation classes *[ALT_K8_CONT+ALT_912_CONT]*, community/experience based *[ALT_K8_COMM+ALT_912_COMM]*, and/or magnet programs *[ALT_K8_MAG+ALT_912_MAG]* are less than five. Please check to ensure that the data are entered correctly.	Apply only to schools with enrollment of 500 or more.		W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-H.01	Number of Computers Missing	The number of computers used for instructionally related purposes *[Tech_comp]* has not been entered for this school (Section H, Row 1). Please enter the number, or enter "0" if there are none. If this item is left blank, a "0" will be entered.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
SIF-H.02	Number of Computers Same as or Greater than Enrollment	The number of computers *[Tech_comp]* (Section H, row 1) is equal to or greater than the school's enrollment (Section B, rows 7 through 22). Please check to ensure that the number of computers is entered correctly.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
SIF-H.03	Number of Internet Connections Missing	The number of classrooms with Internet access *[Tech_int]* (Section H, row 3) has not been entered for this school. Please enter the number or enter "0" if there are none. If this item is left blank, a "0" will be entered.	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes
SIF-H.04	More Classrooms with Internet Access than Number of Computers	The number of classrooms with Internet access *[Tech_int]* (Section H, row 3) is greater than the number of computers at the school *[Tech_comp]* (Section H, row 1). Please check to ensure that the numbers entered in Section H are correct.	Apply only to schools with an "open" status in the List of Expected Schools table.		E	Yes
SIF-I.01	Type of Educational Calendar Missing	The "type of calendar" has not been entered for this school (Section J, #1). Please select "Traditional", "Single-track" or "Multi-track".	Apply only to schools with an "open" status in the List of Expected Schools table.		W	Yes

CDE CODE	Title	Description	Trigger	SOC/ DOC	(E)rr/ (Wrn)	Imple- ment
SIF-J.01	Subset of Graduates More than Total Number of Graduates	The number of high school graduates by subgroup (Migrant education, Special Education, English Learner, or NSLP) is greater than the number of high school graduates (Section C, row 24, column q).			E	Yes
SIF-J.02	Subset of Dropouts More than Total Number of Dropouts	The number of dropouts by subgroup (Migrant education, Special Education, English Learner, or NSLP) for a specific grade is greater than the number of dropouts (Section F, rows 34 through 37, Column q) for the same grade.			E	Yes

CDE Code	Title	Description	Trigger	SOC/ DOC	(E)rr/ (W)rn	Implem ent
Edit Checks for the Student National Origin Report (SNOR)						
SNOR-001	Invalid District Code	This is not a valid County District School (CDS) code *[CDS_code]*. An Error should be issued to please call CDS Administration at (916) 327-4014 to obtain a valid code.			E	Yes
SNOR-002	Verify that Record "A" Date of Record (Submission Date) is filled in and is after the SNOR Census Date.	The Record "A" Date of Record (submission Date) must be after the SNOR Census Date to be valid. A Warning should be issued to please make appropriate corrections to the Date of Record (Submission Date).			W	Yes
SNOR-003	Non-Numeric Data: The following fields should contain only numeric data: Record A: CDS Code-County Code, CDS Code-- School Code, Contact Zip Code, Contact Phone Number, Contact Fax Number, Eligible Immigrant Count, Date of Record Record B: CDS Code-District Code, Country Eligible Immigrant Count per Reporting Entity	If letters or other characters have been entered in fields where only numbers are allowed, a Warning should be issued to please delete the characters and enter only numeric data.			W	Yes

CDE Code	Title	Description	Trigger	SOC/ DOC	(E)rr/ (W)rn	Implem ent
SNOR-004	The Reporting Entity Eligible Immigrant Count in Record "A" does not equal the sum of Country Eligible Immigrant Counts in Record "B".	The two totals should be equal; A calculation error has occurred either in the Reporting Entity Eligible Immigrant Count in Record A or in totaling the Country Eligible Immigrant Counts in Record B. An Error should be issued and the calculation error resolved.			E	Yes
SNOR-005	Zero Eligible Immigrant Reporting Entity (Record A) = Y, then no District "B" records can exist	If Zero Eligible Immigrant Reporting Entity (Record A) =Y, then no "B" records can exist. Otherwise, issue an Error message to resolve the discrepancy.			E	Yes
SNOR-006	If Zero Eligible Immigrant Reporting Entity (Record A)=N, then at least one "B" record must exist with at least one Record "B" Country Eligible Immigrant count	If Zero Eligible Immigrant Reporting Entity =N, then at least one "B" record must exist with a Country Eligible Immigrant count of at least 1, Otherwise, issue an Error message to resolve the discrepancy.			E	Yes
SNOR-007	Country Code =ZZ. This is an invalid SNOR Code that does not appear in the SNOR FCP Appendix B.	If a Country Code for an eligible immigrant student =ZZ for Unknown or Unspecified, an Error message should be issued indicating that this is an invalid SNOR Appendix B Country and requires the LEA to repopulate or submit a valid SNOR code listed in the SNOR FCP Appendix B Non-U.S. Countries and Territories or in the SNOR look up file at http://165.74.253.64/csisref/..			E	Yes